

# **Ryan White CARE Act Title I**

## **Inland Empire HIV Planning Council**

### **Minutes of Meeting**

**Thursday, February 27<sup>TH</sup>, 2003**

**1:00 PM - 3:30 PM**

**Cathedral City Library  
33520 Date Palm Drive  
Cathedral City CA 92234  
(760) 770-9050**

#### **Call to Order and Introductions**

Joe Acosta, Co-chair, called the meeting to order at 1:00 p.m. Introductions were made and persons in attendance were:

#### **Members:**

Joe Acosta  
Thomas Prendergast, M.D.  
Evelyn Valentino  
Cherry Houston, Ph.D.  
Ed Cueto  
Carolyn Harris  
John Brown  
Benita Ramsey

William Trevizo  
Darlene DeBayona  
Sandra Bibb  
Joshua Sparks  
Fred Flotho, Jr  
Leann Chamlee  
Edwin Zelaya  
Carl Speck

Gregory French  
A. Lloyd Jones  
Wayne McKinny, M.D.

#### **Absences:**

Gary Feldman, M.D.  
Steve McGrew  
Victoria Jauregui Burns  
Lucie Smith

Jeffrey Byers  
Edward Rangel  
Rebecca Zeidler  
Danny Colon

Faith Davis-Bolton

#### **Other Attendees:**

Jack Newby  
Clint Trout  
Tony Schulte  
Jennifer Kwoon  
Mena Gorre

Jim Felten

#### **P. C. Support Staff:**

Daniel Perez  
Vicki Devore  
Derrick Noble  
Bonnie Flippin  
Scott Rigsby

#### **Public Comments**

Dr. Prendergast introduced Jim Felten, the new Public Health Administrator for San Bernardino County, who briefly addressed the group.

Clint Trout of the AIDS Healthcare Foundation said he would again be the representative to attend the Planning Council meetings.

## **Agenda Additions, Revisions, and Corrections**

There were no additions, revisions or corrections to the Agenda.

## **Review and Approval of Minutes**

The Minutes were under the Consent Calendar.

## **Consent Calendar**

Dr. Prendergast made a motion to approve the Consent Calendar. **See Attachment 1 and Attachment 2.** Will Trevizo seconded the motion. The motion carried unanimously.

### **Motion #03-06 was approved.**

For:	19
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

## **Old Business**

None

## **New Business**

John Brown gave a presentation regarding the Vista Sunrise Project in Palm Springs. He said the purpose of the presentation was to ask the Planning Council to write a letter of support for the project. Dr. Prendergast made a motion to send a letter of support. Carolyn Harris seconded the motion. The motion carried unanimously.

### **Motion #03-07 was approved.**

For:	19
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

## **Planning and Evaluation Report**

Bonnie Flippin gave an update on the Comprehensive Plan. When asked about a time frame, Daniel Perez said he would be working with Alex Taylor and would report back to the group.

Fred Flotho reported on the Evaluation of the Administrative Mechanism. **See Attachment 3.**

Fred Flotho gave the Dental TA report regarding two meetings and community and Part F participants interested in improving the dental service. He asked that more consumers become involved in this process. Fred thanked Gregory French for his participation.

Bonnie Flippin reported on the Needs Assessment, and drafting the survey.

John Brown gave the Contingency Planning Committee Report and asked members to complete the survey previously mailed. Fred Flotho asked for recommendations regarding allocations. **See Attachment 4.**

### **MIS Report**

The MIS Committee Report was given by Carolyn Harris **See Attachment 5.** Carolyn also gave the status of CAMINAR and CADR.

### **Standards and Evaluations Committee Report and Case Management Standards Report**

Fred Flotho reported on Standards & Evaluation. He asked for approval of the Food Standards and the Transportation Standards. **See Attachment 6 and Attachment 7.** John Brown made a motion to approve the standards, *with the amendment that under #1A Eligibility in Food the wording be used the same as in #1A in Transportation.* Dr. McKinney seconded the motion. The motion carried unanimously.

### **Motion #03-08 was approved.**

For:	19
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Joe Acosta, Chair, then asked all in favor of the committee report as amended to signify by saying Aye. The Ayes carried unanimously, with no Nays.

### **Grantee Report**

Daniel Perez presented the Grantee Report. **See Attachment 8.** He also made an announcement regarding revised 700 Forms - the Self Disclosure Form, which needs to be signed and returned as soon as possible. Daniel Perez also presented the Monthly Committee Update Report. **See Attachment. 9.**

### **Fiscal/Programmatic Reports (Grantee Expenditure Reports)**

None

### **Grantee Expenditure Report**

None

### **Planning Council Support Staff Procedure Review Committee**

None

### **Membership Committee Report**

Ed Cueto presented the Membership Committee Report. **See Attachment 10.** He noted that as of March 1, 2003, three (possibly four) new consumer members need to be recruited for San Bernardino County to maintain compliance. A group discussion followed regarding recruiting efforts and options. One option was establishing a Spanish-speaking only committee, using some present members as translators. Daniel Perez will be researching potential costs of doing this, as well as technical assistance from HRSA. A discussion was also held regarding the Planning Council Retreat meeting location. Darlene DeBayona, Ed Cueto, and Edwin Zelaya, as well as Joe Acosta will assist with plans to incorporate a Spanish-speaking committee.

## **County Committee Reports**

### **Riverside County Committee -**

Joe Acosta said Riverside County voted to endorse the Vista Sunrise Project. General issues with the Contingency Committee were discussed for information purposes only. Discussion also included support to San Bernardino County in recruiting new members.

### **San Bernardino County Committee –**

Fred Flotho reported on committee activity, including membership and recruiting needs. Alternate meeting locations were discussed. He said discussion was held regarding reconsiderations of 2003 reallocations.

## **Executive Committee Report**

Joe Acosta reported that the recommendations of the Bylaws Committee were referred back to the Bylaws Committee, so nothing will be presented at this time.

## **Underserved Population Report & Community Linkages**

Regarding the Underserved Committee, Joe Acosta recognized Dr. Houston for her outstanding leadership on this Committee and expressed his thanks. Dr. Houston reported on the Triumph of the Spirit event at New Hope Missionary Baptist Church. She thanked the Planning Council Staff and Gregory French for their assistance. The next event will be March 18, which is the Cultural Competency Training. **See Attachment 11**

## **Consumer Advocacy and Education**

Joe Acosta acknowledged Gregory French for leadership and for being spokesman for the Planning Council, while manning an information table at events to promote the Planning Council services and furthering public relations. Gregory reported on new fliers which are now available. He said the next Consumer Advocacy meeting would be concerning volunteer participation at upcoming events. He expressed the need for volunteers to attend all upcoming events.

## **Planning Council Training Report**

None

## **Advocacy Reports –**

John Brown reported that AIDS Action Council will be meeting in the desert on the weekend of March 22. Jack Newby reported on the CAEAR Coalition Meeting and reauthorization processes.

Fred Flotho reported on the Prevention Co-Chair Summit, saying that major concerns and emphasis are on prevention and the dollars that are being cut.

## **Public Comments**

Will Trevizo reported on the Rainbow Pride Youth Alliance and the progress made in planning for the years ahead. He asked that organizations participate in attendance and building relationships with the organization.

Jack Newby reported that the annual report from Desert AIDS Project was available on the information table at the meeting.

Carolyn Harris reported on legislative events in the newspapers regarding Medicare and Medicaid. She also reported on an insurance coverage bill that has been proposed for uninsured people.

John Brown thanked the group for the support of the Vista Sunrise Project and said the City Council Meeting in Palm Springs would be next Wednesday, and that supporters should show up by 6:30 PM.

### **Announcements**

None

### **Agenda Items for Next Meeting**

Joe Acosta asked the Council as a whole where they would like to meet next month. Fred Flotho said the Grantee was asked by the San Bernardino Committee to find a different place for next month, as the current location was not a satisfactory meeting place. He said another facility in the area would be desirable. John Brown volunteered to assist in finding another meeting facility in the desert area. It was agreed to meet in the desert area.

Daniel Perez listed current action and agenda items as: locating a new meeting facility within the current geographic area; researching the cost for Spanish-speaking services and translating services; sending FAP and AHF applications and recruitment materials; providing a letter of support for John Brown; and checking with HSS in changing the allocations and awards reports at the completion of the RFP; seeing that eligibility wording would be included in the Food Standards like those in the Transportation Standards; researching technical assistance from HRSA for recruiting PLWHA; making available materials on display board as recruitment material for Planning Council members; and getting brochures to John Brown. He also said that there was a new CARE Act Manual, and he is contacting HRSA for more, otherwise the staff would make copies for everyone.

Agenda items for the next meeting should be directed to Vicki C. Devore at (909) 876-3960 or [vdevore@dph.sbcounty.gov](mailto:vdevore@dph.sbcounty.gov)

### **Next Meeting**

The next meeting will be March 27<sup>th</sup>, 2003, at the Cathedral City Library, Cathedral City CA.

### **Adjournment**

The meeting adjourned at 3:19PM.

Certified:

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Tom Prendergast, M.D.                      Date  
Co-Chair

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Joe Acosta                                      Date  
Co-Chair